

**FACULTY SENATE MINUTES**  
**SAM HOUSTON STATE UNIVERSITY**  
**October 16, 2008**

Chair Stacey Edmonson called the meeting to order at 3:32 p.m.

**Members Present:** Bill Brewer; Stacey Edmonson; Bill Edgington; Mark Frank; Debbi Hatton; Emmette Jackson; William Jasper; ; Ann Jerabek; Gerald Kohers; Paul Loeffler; Brian Loft; Bill Lutterschmidt; Melinda Miller; Sheryl Murphy-Manley; Joseph Neisser; John Newbold; Brian Oetiker; Debra Price; Tracy Steele; Yan Zhang.

**Members Absent:** Tracy Bilsing; Darci Hill; Andrew Lopenzina; Sam Souryal; Tamara Waggener

**Approval of Minutes:**

Minutes from the October 2, 2008 meeting were approved.

**Chair's Report:**

- Senator Executive Committee meeting with Provost Payne on October. 7<sup>th</sup>
  - Faculty Affairs' preliminary report on Merit/Market was shared with Dr. Payne. With respect to Market Adjustments, these are Dean/VP decisions and proposals are reviewed with approximately 50% of the cases adjusted.
  - The administration expects a one-time, \$3.3M allotment that is possibly coming from Coordinating Board. We expect to be given considerable latitude in terms of its use.
  - The university has received preliminary authority for recently proposed programs.
  - Academic Affairs extends an official note of appreciation to faculty for relief service during hurricane Ike.
- APC Meeting, 14 October 2008.
  - Three policies are in review: PETF, Promotion in Rank & Merit/Salaries, and Conflict of Interest
  - The Coordinating Board's committee on core curriculum has ruled that no substitutions are allowed on degree plans, even at Dean or Associate Vice Presidential levels. Our core is specifically listed and approved.
- An issue of locked doors to Austin Hall allowing neither ingress nor egress presented itself to Senate. Gerald resolved the issue.
- Syllabus guidelines and required elements  
Senate discussion related to adding course objectives and/or departmental objectives but Senators were generally apprehensive in terms of policy. The consensus concerning accrediting requirements was that this is discipline and/or program area specific. Decision/action should be taken by Senate only after further consideration.
- Chair Edmonson relayed two announcements.
  - We were adding an Assistant Director for Recruitment.

- Mr. McGregor Stevenson had been appointed to the Coordinating Board.

**Old Business:** None

**New Business:**

- The webinars on Collegiate Assessment of Academic Proficiency (CAAP), the ACT's exam, and Measure of Academic Proficiency and Progress, (MAPP), the ETS' exam, were sparsely attended. Tests offer 40-minute assessments, ideas to motivate students, and many ways to organize data. The components in MAPP address critical thinking, reading and writing, and math. Exams include questions which are from various disciplines but are about critical thinking. A link on the ETS organization's website to MAPP is available. The CAAP is only pencil-paper and must be proctored. It seems that MAPP has more flexibility and more options. The CAAP has two modules, writing and critical thinking requiring. It will require a sample that includes 200 freshmen and 200 seniors in an evaluation set each year. The MAPP has one test. The CAAP test, requiring a proctor, is a disadvantage because the exam requires two separate tests (one for the writing essay and one for the critical thinking) and each test is for 200 students at a time. The MAPP test allowed for only one exam, and a non-proctored exam online or choice of a standard proctored exam. Cost for MAPP is \$13.80/person (short form); the cost for CAAP was not reported. Please note that Dr. Meusham prefers the MAPP exam.
- Senator Kohers reported that the calendar for Spring '09 was an issue being raised by several faculty. He noted that if one evaluated classes, those faculty teaching Tuesday-Thursday courses meet one week longer. Faculty expressed concern that this would impact on research competition. Discussion followed. The general consensus of the Senate was that the administration's 45-contact hour ruling implies that the faculty member's responsibility is to meet this contact-hour requirement through his/her course syllabus. Scheduled Tuesday-Thursday courses during Spring'09 offered greater flexibility.
- Discussions followed related to a variety of academic calendar issues.
  - Senate should maintain the calendar as a visible issue of ongoing concern.
  - Calendar has a history of creating conflicts for many faculty and student.
  - Senate should develop outcome data from this year because of its shorter semester. Data could be quantitative (course grades), qualitative (survey faculty about student outcomes). It was noted that a number of courses common to fall semester '08 & '07 in several classes each college
  - Senate should specifically address inequity between T/T on M/W/F faculty.
  - Development of a study assigned to Academic Affairs and Senators were asked to find two similar, large courses with the same faculty member as instructor of record.
- The question about THECB's Common Calendar will be taken to Dr. Payne.
- Dr. Heather Crowson (Vice President for Enrollment Management) will be invited to discuss issues concerning the Registrar's Office, Admissions, and Calendar. We look forward to her remarks and a Q/A period.

**Committee Reports:**

- Faculty Affairs: Committee chair Frank readdressed the committee's report on Merit Raises and Teaching Tracks. He presented data which include Market adjustments. Lengthy discussion followed concerning problems associated with FES and Merit for 4/4 and 3/3 faculty. See attached.
  - It is noted that two distinct tiers are generally recognized by chairs and faculty with one often considered as a "less valued" or "punitive" track.
  - We recognize the potential for a Senate-sponsored forum, meeting or seminar on merit/market/FES.
  - It was suggested that Senators take our recent faculty Affairs report on Merit and Market to departments for discussion and requesting help in identifying concerns and perceived reasons for disparity between 4/4 and 3/3 faculty
- Committee on Committees: The committee would a nomination for Intercultural Awareness Committee
- Academic Affairs: no report
- University Affairs: no report

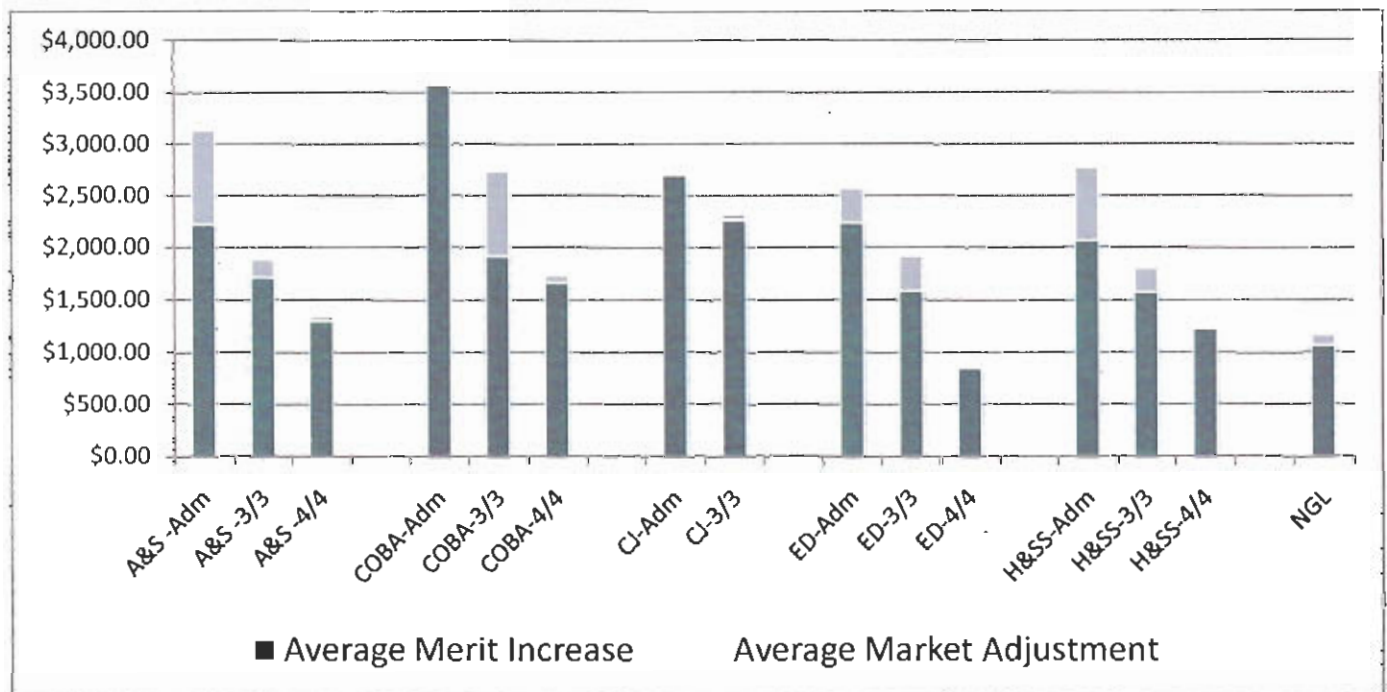
**Senate adjourned at 5:05**

Respectfully submitted by Paul Loeffler.

## Faculty Affairs Committee Report

### Report on the 2008 Market Increases by Teaching Track October 16, 2008

- Overall, \$123,316 was awarded for Market Adjustments in 2008 for the 2007 FES year, representing approximately 1/6<sup>th</sup> the size of Merit pool.
- Excluding the \$23,286 that went to faculty administrators and \$1,530 that went to faculty in the Newton Gresham Library, \$96,000 (98%) went to faculty classified as being on the 3/3 teaching track, and \$2,300 (2%) went to faculty on the 4/4 teaching track.<sup>1</sup>
- Many more faculty are on the 3/3 track than the 4/4 track (81% and 19%, respectively). (Again excluding faculty administrators and faculty in the Newton Gresham Library.) Considering this, the average market adjustment among faculty on the 3/3 track was \$313. The average market adjustment for faculty on the 4/4 track was \$35. Faculty administrators received an average market adjustment of \$597, over 17 times greater than of faculty on the 4/4 track.<sup>2</sup>
- The chart below shows the breakdown of average merit and market increases by college and by track. The difference in total pay increase between faculty on the 3/3 track and faculty on the 4/4 track was greatest within the College of Education (+\$1,072), and least within the College of Arts and Sciences (+\$544). In all of the colleges, faculty administrators received total pay increases well above their peers on either the 3/3 track or the 4/4 track.



<sup>1</sup> Faculty administrators are: Acting Chairs, Department Chairs, Assistant Deans, Associate Deans, and Coordinators. Deans and all other administrators are not included in the faculty merit/market pool.

<sup>2</sup> The average for faculty administrators appears heavily skewed by an \$11,286 market adjustment awarded to one department chair within the College of Arts and Sciences.